

STAFF VACANCY ANNOUNCEMENT

DIRECTOR OF MAR LEVEL V COLLEGE (IN-RESIDENCE COURSE)

DUTIES AND RESPONSIBILITIES:

In close coordination with the MAR DCS for Education & Training

- Review recommended options from the Volunteer University for an in-residence Level-V course of the following options-
 - Option-1: A single Week-long resident course
 - Option-2: Two, Weekend long sessions to be completed by the end of FY2022.
- By 1 Nov 2021 recommend a format for a MAR course to the MAR Command Staff. The MAR Commander will provide a decision by 15 Nov 2021.
- By 1 Feb 2022 identify a venue for this course with appropriate classroom facilities and available lodging and meals. If approved schedule the course for the summer of 2022.
- By 1 Mar 2022 select appropriate instruction and support staff for the course.
- Serve as advisor to the Director of the MAR Level-IV Course Director if one is selected in FY2022.
- The duration of the assignment is for two years (two course cycles). It may be continued at the discretion of the selectee and the Region Commander.
- Repeat the steps as required to conduct a similar course in FY 2023.
- Other duties as required to complete the courses

POSITION REQUIREMENTS:

Required Qualifications:

- Must have completed Level-V
- Must be a Volunteer University Qualified instructor

Preferred Qualifications:

- Prior experience with either a region or national staff college as a director, instructor, or administrative support.
- Volunteer University Qualified Level-V Instructor

ASSIGNMENT REQUIREMENTS

- This is temporary assignment and will not require any transfer.
- This is a supplemental duty.

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SELECTION AND APPLICATION PROCESS:

- Submit email letter of intent with a resume of relevant CAP and outside experience to the Deputy Chief of Staff for Education and Training, LtCol Charlotte Wright, at cpwright@aol.com.
- Recommendation will be made by the Deputy Chief of Staff for Education & Training after a process of her choosing.
- Final Selection will be made by the Region Commander.

DUE DATE:

1 Oct 2021

PREPARED BY:

Col. James Covell, CS

